

## The Ideal Interview from Beginning to End

**Target Audience:** HR employees who interview potential employees

**Learning Objectives:** After completing this course, the learner will be able to

1. Express the purpose of an interview for X company.
2. List the 7 effective interview strategies.
3. Identify the steps to prepare for an upcoming interview.
4. Distinguish interview questions that will help identify the best candidates in an interview

**Seat Time: 15-20 min.**

### Outline:

- Course Intro / Navigation / Objectives
- Interview: Purpose & Preparation
- Scheduling an interview
- The Interview
- Summary
- Assessment
- Congratulations



<b>Blue</b>	<b>3B21BB</b>
<b>Purple</b>	<b>6D5296</b>
<b>Teal</b>	<b>6AC6DF</b>
<b>Black</b>	<b>000000</b>
<b>Green</b>	<b>00B217</b>
<b>Mustard</b>	<b>C8B92C</b>

**Fonts:** Book Antique; **Britannic Bold**

### Avatars:

- Jennifer: Younger (Interviewer/ Learner)
- John: Younger (Possible Candidate)
- Boss: Older Female (Stakeholder)
- Male Narrator

## Images:

All planned Images are free via Storyline or Canva

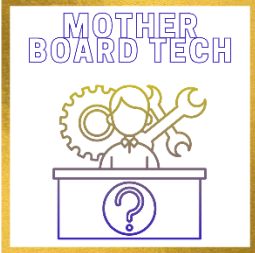
## Directions:

- All slides have a custom top and bottom border
- Unless otherwise noted, Prev and Next buttons allow the learner to move through the course.
- Storyline Classic player will be used
- Logo added to player
- Custom color scheme is used in all aspects of design (noted above)
- Text in brackets should not appear on slide
- Slide numbers with letters (ex. 1.2b) indicate layers for corresponding slide number
- Slide dimensions are 16:9 ratio
- All slides will advance to next slide unless otherwise noted.




**Note to Reviewer: Please use Track Changes to add in-line comments/ corrections/ questions to this Storyboard for reviewer feedback.**

Slide [1.1]/ Menu Title: <i>Welcome</i>			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p><b>Narrator gesturing to directions</b></p>	<p>[Slide Title] Welcome</p> <p>[Directions] Please type your name in the box and then click submit to proceed.</p> <p>[Button] Submit</p>	<p>VO: Please type your name in the box and then click submit to proceed.</p>	<p><b>Box to enter learner's name (this box will store name as text variable and then enter in in different places throughout the course)</b></p> <p>Submit button will take learner to 1.a Welcome Slide</p>

Slide [1.a]/ Menu Title:			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p><b>Logo is centered in the middle of the slide</b></p> 	<p>[Slide Title] Welcome</p> <p>[Name], Welcome to Mother Board Tech's Ideal Interview Training</p> <p>[Buttons] Navigation</p> <p>Start Course</p>	<p>VO: Welcome to Mother Board Tech's Ideal Interview Training for all Human Resources Interviewers. Click the navigation button to learn to navigate through the course, otherwise, click the course button to move to the content.</p>	<p>Hide Next Button</p> <p>Buttons will fade in as they are mentioned in the VO.</p> <p>Navigation button will move to slide 1.2</p> <p>Start Course Button will advance to slide 1.3</p>

Slide [1.2]/ Menu Title: <i>Navigation</i>			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>In the center of the screen is an image of Mother Board Tech's logo.</p> <p>Edges are softened</p> <p>Callouts for each of the buttons/ points of interest</p>	<p>[Slide Title] Navigation</p> <p>[Call Outs] Prev Next Volume Replay Seek Bar Play/ Pause Menu</p>	<p>VO: Welcome to the Navigation slide. This slide will show you how to move throughout the course. When you are ready to move to the next slide, click the next button. If you need to go back to the previous slide, click the previous button. The volume button will allow you to raise or lower the volume of the course. If you press the replay button, the slide will reset and start over. At the bottom of your screen, you will find a seek bar that shows you how much time is remaining on your current slide. On the far left you will notice a Play and pause button. This button will allow you to start and stop the slide as you need. Finally, you will see a menu on the far left-hand side of the screen. This menu will allow you to monitor your progress as you work your way through the course. You can come back to this slide at any time if you need to review this information. When you are ready, click the next button to begin the course.</p>	<p>Call outs for each button will fade on to the screen as they are mentioned in the VO.</p> <p>Next Button takes learner to 1.3</p>

Slide [1.3]/ Menu Title: A Message from Our President			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Video from stakeholder welcoming the learner and expressing the importance of the hiring, and specifically the interview, process.	[Slide Title] A Message from our President	<p>VO: Hello and Welcome! My name is Michael Smith and I am the president of Mother Board Tech. Thank you for being here! I am excited to invite you to join us for our training on the hiring and interview process.</p> <p>All companies need to hire people from time to time; however, how a candidate is interviewed is often an afterthought. At Mother Board Tech, we believe that interviewing done right is hard work and that the best way to ensure that we have the foremost team around is to have the most streamlined and highest quality interview and hiring strategy.</p> <p>In the next 20 minutes, you will learn everything you need to know to identify, interview, and hire the top candidates in our field. We hope that you walk away from this training more confident in your abilities and in our support for you.</p> <p>Thank you for being here, and I look forward to working with you to expand our company by bringing in the finest talent available.</p>	<p>Video will begin when the slide begins.</p> <p>At end of Video, next button will appear.</p> <p>Next button takes learner to 1.3a</p>
Notes: Video will be created in order to insert into course. VO is a suggestion of script for stakeholder of what could be added into video.			

Slide [1.3a]/ Menu Title:		Objective: [#]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Office Interior Background</p>  <p>Jennifer Avatar on left side of screen</p> <p>Boss Avatar on right side of screen</p> <p>Dialogue between them.</p>	<p>[Jennifer] Hey Gayle! Have you heard anything about the gentleman we interviewed last week? I really liked him and hope we can add him to our team!</p> <p>[Boss] Hi Jennifer. I was just looking for you. I got a message a few minutes ago that he accepted a different offer from ours. He said he liked us, but the other company was quicker with their interview and offer.</p> <p>[Jennifer-concerned] Oh no! That's the 3<sup>rd</sup> time that has happened this month. I hate losing great candidates. How can we stop this from happening?</p> <p>[Boss-gesturing neutral] I'm glad you asked. I think I have a few ideas. Come with me and let's see if we can make some changes.</p>	<p>Jennifer: Hey Gayle! Have you heard anything about the gentleman we interviewed last week? I really liked him and hope we can add him to our team!</p> <p>Boss: Hi Jennifer. I was just looking for you. I got a message a few minutes ago that he accepted a different offer from ours. He said he liked us, but the other company was quicker with their interview and offer.</p> <p>Jennifer: Oh no! That's the 3<sup>rd</sup> time that has happened this month. I hate losing great candidates. How can we stop this from happening?</p> <p>Boss: I'm glad you asked. I think I have a few ideas. Come with me and let's see if we can make some changes.</p>	<p>Jennifer glides in from left looking happy</p> <p>Boss glides in from right looking concerned.</p> <p>Avatars change to match emotions in dialogue.</p> <p>Slide auto advances to slide 1.3b layer</p> <p>Hide Next Button</p>

Notes:

Slide [1.3b]/ Menu Title:			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Same Office Background</p> <p>Narrator on the left smiling, facing front.</p> <p>Narrator avatar will finish by smiling at learner.</p> <p>Rectangles in the Color Scheme for each of the 4 Learning Objectives.</p>	<p>[Slide Title] Learning Objectives</p> <p>[Rectangle 1] Express the purpose of an interview for Mother Board Tech</p> <p>[Rectangle 2] List the seven effective interview strategies</p> <p>[Rectangle 3] Explain how to prepare for an upcoming interview</p> <p>[Rectangle 4] Distinguish interview questions that will help identify the best candidates in an interview</p>	<p>VO: After this course, you will be able to express the purpose of an interview for Mother Board Tech, list the seven effective interview strategies, explain how to prepare for an upcoming interview, and distinguish interview questions that will help identify the best candidates in an interview.</p>	<p>As Learning Objectives appear, avatar will gesture and look to each, timed with the VO.</p> <p>Learning Objectives in rectangles will fade in, timed with the VO.</p> <p>Narrator avatar will finish by smiling at learner.</p> <p>Hide/ Disable Next button until end of timeline.</p>
<b>Notes:</b>			

Slide [2.1]/ Menu Title: <i>7 Effective Interview Strategies</i>			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Boss avatar to the left of the screen.</p> <p>Jennifer avatar to the right of the screen taking notes.</p> <p>Boss gestures towards information.</p> <p>Effective strategies between them</p>	<p>[Slide Title] 7 Effective Interview Strategies</p> <ol style="list-style-type: none"> <li>1. Know what you want</li> <li>2. Be Prepared</li> <li>3. Purpose of the interview</li> <li>4. People in the interview</li> <li>5. Timeliness</li> <li>6. Be Open</li> <li>7. Candidate should meet everyone</li> </ol>	<p>VO: Within Mother Board Tech we have come up with 7 effective interview strategies which allow us to hire the best candidates. During this course, you will learn about all 7. They are: Know what you want in a candidate, prepare for the interview, know the purpose of the interview, limit the number of people in an interview, be timely in your interactions with candidates, be open to potential candidates, and make sure the candidates meet everyone the day of their interview.</p> <p>By following these 7 steps, we believe that we can efficiently and effectively recruit and hire the right people to fill our open positions.</p>	<p>Title will already be on the screen.</p> <p>The 7 strategies will appear, timed with the voice over.</p> <p>Next button is disabled until the end of the timeline.</p>
<b>Notes:</b>			



Slide [2.2]/ Menu Title: Know What You Want			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Jennifer Avatar to the left of the screen taking notes</p> <p>3 Icons in vertical column on the left side of the screen. Icons will be numbers 1, 2, &amp; 3.</p> <p>Words will appear to right of icons.</p>	<p>[Slide Title] Know What you Want</p> <p>To determine what to look for in a candidate, follow this short process to identify your needs.</p> <p>Click on the icons to learn more.</p> <p>[1]</p> <ul style="list-style-type: none"> <li>Define the skills and the role of the ideal candidate.</li> </ul> <p>[2]</p> <ul style="list-style-type: none"> <li>Understand the culture the candidate must fit into and what personality types would work well in that position.</li> </ul> <p>[3]</p> <ul style="list-style-type: none"> <li>Create a job posting, being sure to add the details decided on earlier, and scout for talent.</li> </ul>	<p>VO: It can be hard to attract the ideal candidate if we don't know what we are looking for. So to avoid confusion, always follow these 3 steps when beginning the hiring process. Click on the icons from top to bottom to learn more.</p>	<p>3 Colorful icons (in color palate)</p> <p>When learner clicks on icon, the information will appear to the right of the icon.</p> <p>VO Will align with info as it appears on the screen.</p> <p>Next button is hidden or disabled until all 3 icons are clicked.</p> <p>Next button will advance to slide layer 2.2a</p>
<b>Notes:</b>			

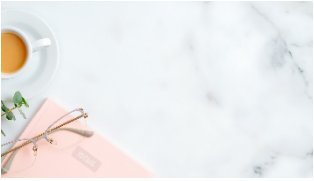
**Visual / Display:**

**Slide Text:**

**Narration / Voiceover:**

**Animation / Interaction:**


Personal Office Interior



1 notepad column and one resume column

Notepad will list qualifications

Resume will be filled in.



[Slide Title]  
Choose the Correct Candidate

[Notepad]  
Qualifications:

- Post-Secondary Degree
- Proficient in .NET/C#
- Proficient in Microsoft office tools
- 3+ years experience in the field
- Works well with others
- Speaks 2 languages

VO: Now that you know how to create qualifications for your candidates, let's look at a resume to match your qualifications to a candidate you might interview.

Click on the words in the resume that match qualifications on the notepad.

Once you have found all of the qualifications, you may proceed to the next slide.


Next Button is hidden/ disabled

Learner interaction cannot begin until VO ends.

Learner will click on Hotspots on resume to identify the qualifications the candidate meets.

Once learner finds all matching qualifications, the next button will be unhidden.

**Notes:**

Slide [2.3]/ Menu Title: Prepare for the Interview		Objective: [2/3]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Cluttered Desk Background</p>  <p>Learner will click different objects on the desk to make different points appear.</p>	<p>[Slide Title] Prepare for the interview</p> <p>[Blank page]</p> <ul style="list-style-type: none"> <li>● Make a list of sample questions <ul style="list-style-type: none"> <li>○ Include technical questions and personality questions</li> <li>○ Make sure questions relate to qualifications</li> </ul> </li> </ul> <p>[Keyboard]</p> <ul style="list-style-type: none"> <li>● Know the correct (and variations of correct) and incorrect answers to your questions</li> </ul> <p>[notebook]</p> <ul style="list-style-type: none"> <li>● Be willing to improvise</li> </ul>	<p>VO: Once you have identified the best candidates, it is time to prepare for their interviews. Click on each of the icons to learn more.</p> <p>Make a list of sample questions, including both technical and personality based questions, checking that all questions relate back to the listed qualifications.</p> <p>Know the correct answers, and possible variations, as well as incorrect answers to your questions.</p> <p>Be willing to improvise in the interview based on the answers your candidate gives to your questions. This will allow you to become better acquainted with the candidates.</p>	<p>Next Button is hidden/ disabled at the start of the timeline.</p> <p>Transparent images will be placed over notebook, keyboard, and blank paper. These shapes will have a hover state so the learner will notice when they move their mouse over the object.</p> <p>When clicked, the information will appear.</p> <p>Visited state for each transparent shape will also let learners know when an object has been clicked.</p> <p>Once all 3 icons have been clicked, the next button will be unhidden.</p>
<p><b>Notes:</b></p>			

Slide [2.4]/ Menu Title: Scenario Lesson 1		Objective: [2/3]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Personal Office Interior  Jennifer on Left Thinking  Drag and Drop boxes on left and right of screen with titles.  Boxes can be creative or just boxes in color scheme	<p>[Slide Title] Scenario</p> <p>Drag the qualities that appear into the appropriate box.</p> <p>Job description: Mother Board Tech is looking to hire someone for our highly competitive technical team. The right applicant will be bi-lingual, have at least 3 years experience in a technical or similar field, be proficient in .NET or C#, and must be able to problem solve situations, both with technology and with co-workers.</p> <p>[Box on left Title] Must Have</p> <p>[Box on right title] Unnecessary</p> <p>[List of traits] Types 150 words per minute [unnecessary]</p> <p>3+ years experience in a tech field [must have]</p> <p>Speaks Spanish [must have]</p> <p>Proficient in .NET/C# [must have]</p> <p>CDL License [unnecessary]</p> <p>Problem-Solving Skills [must have]</p>	<p>VO: Human Resources just let us know that they are ready to hire someone for our tech department. Let's make a list of what to look for on resumes.</p> <p>Read the job description and then drag the qualities that appear into the appropriate box.</p>	<p>Drag and drop scenario</p> <p>Directions will appear, timed with the VO.</p> <p>After Directions are complete, they will fade out and job descriptions and drag and drop boxes will appear.</p> <p>Traits will appear one at a time in between boxes for user to drag and drop</p> <p>Traits will disappear as they are placed in the boxes.</p> <p>Learner gets 2 tries</p> <p>Learner must get all correct to move to Correct Layer</p> <p>1<sup>st</sup> try with incorrect response will send to "try Again" layer</p> <p>Slide will reset when revisited, but audio will not be heard on 2<sup>nd</sup> time.</p> <p>2<sup>nd</sup> try with incorrect response will send to "incorrect" layer</p> <p>All Correct on 1<sup>st</sup> or 2<sup>nd</sup> try will send to "Correct" Layer</p>

Slide [2.4a]/ Menu Title:			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Base layer is lightened.</p> <p>Jennifer with smile and happy gesture on the left.</p> <p>Shape with text in the center of the screen.</p>	<p>[Slide Title] Correct</p> <p>Great Job [Name]! You correctly identified all of the “must have” job requirements.</p>	<p>VO: Great Job! You correctly identified all of the job requirements!</p>	<p>Next button advances to slide 2.5</p>
<b>Notes:</b>			

Slide [2.4b]/ Menu Title:			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Base layer is lightened.</p> <p>Jennifer with concerned expression on left of screen</p> <p>Shape with text in the center of the screen.</p>	<p>[Slide Title] Try Again</p> <p>Sorry [Name]! You did not correctly identify all of the “must have” job requirements. Click the back button to go back and try again.</p> <p>[Button] Back</p>	<p>VO: Sorry! You did not correctly identify all of the job requirements! Click the back button to go back and try again.</p>	<p>Back button sends learner back to base layer. Base layer will reset, but audio will not be heard on the 2<sup>nd</sup> time.</p>

<b>Notes:</b>			

Slide [2.4c]/ Menu Title:			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Base layer is lightened.</p> <p>Jennifer with concerned expression on left of screen</p> <p>Shape with text in the center of the screen.</p>	<p>[Slide Title] Incorrect</p> <p>Sorry [Name]! You did not correctly identify all of the “must have” job requirements.</p> <p>While the typing speed and the CDL license are not necessary qualities for this position, all of the rest are essential for this job.</p>	<p>VO: Sorry! You did not correctly identify all of the job requirements! While the typing speed and the CDL license are not necessary qualities for this position, all of the rest are essential for this job.</p>	<p>Next button sends learner to 2.5</p>
<b>Notes:</b>			


Slide [2.5]/ Menu Title: Scenario 2 (HIDDEN FROM MENU)			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Personal Office Interior</p> <p>2 Resumes on Screen, one on right, one on left.</p> <p>Jennifer stands between them</p> <p>Resume 1 will have only 1 of the qualities the job description mentions, but resume 2 will have all but 1.</p> <p>Visited state for Resume 1 will show that it is the wrong choice</p> <p>Visited State for Resume 2 will show that it is the correct choice.</p>	<p>[Slide Title] Scenario</p> <p>Job description: Mother Board Tech is looking to hire someone for our highly competitive technical team. The right applicant will be bi-lingual, have at least 3 years experience in a technical or similar field, be proficient in .NET or C#, and must be able to problem solve situations, both with technology and with co-workers.</p> <p>[Resume 1 Pic]</p> <p>[Resume 2 Pic—Correct]</p>	<p>VO: It's time to find the most qualified candidate to interview. First, review the job description, and then click on the resume that best fits what Mother Board Tech is looking for.</p>	<p>When user clicks on a resume, a visited state will show and the appropriate layer will appear.</p> <p>Base layer will show through the correct/ incorrect layer.</p> <p>If user clicks Resume 1 first, the base layer will reset and audio will not replay when the user comes back to try again.</p>
<b>Notes:</b>			




Slide [2.5a]/ Menu Title:			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Base layer shows through with visited state</p> <p>Jennifer confused with a thought bubble</p>	<p>[Slide Title] Incorrect</p> <p>[Jennifer Thought Bubble] While this resume does have one of the traits we are looking for, let's see if the other resume is a better fit. Click the back button to try again.</p> <p>[Button] Back</p>	<p>VO: While this resume does have one of the traits we are looking for, let's see if the other resume is a better fit. Click the back button to try again.</p>	<p>Highlight quality on the resume.</p> <p>Back button will take learner back to base layer</p>
<b>Notes:</b>			

Slide [2.5b]/ Menu Title:			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Base Layer shows through with visited state</p> <p>Jennifer smiling with thought bubble</p>	<p>[Slide Title] Correct</p> <p>[Jennifer thought bubble] Great Choice! This resume has most of the qualifications we are looking for. I can't wait to interview this candidate to see if he is a good fit for this company.</p> <p>Click the next button to continue</p>	<p>VO: Great Choice! This resume has most of the qualifications we are looking for. I can't wait to interview this candidate to see if he is a good fit for this company.</p> <p>Click the next button to continue</p>	<p>Highlight all qualities on the resume.</p> <p>Next button will take user to 2.6</p>

Notes:

Slide [2.6]/ Menu Title: <i>Purpose of an Interview</i>			Objective: [1/2/4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Interview Table Interior</p>  <p>Jennifer approaches from the left and boss is already standing on the right.</p> <p>Call outs will show between the two avatars.</p> <p>Jennifer is holding a tablet or notepad.</p> <p>Jennifer and boss are both neutral to begin and happy when they finish the conversation.</p>	<p>[Slide Title] Purpose of an Interview</p> <p>[Jennifer] Hi Gayle! I was just coming to look for you. I looked through a few resumes and found a great applicant. Can we go over some possible interview questions?</p> <p>[Boss] Sure! But let's make sure we are on the same page concerning the purpose of the interview. That will help us choose the correct questions to ask.</p> <p>[Jennifer] Good idea. I know that the purpose of an interview is to get to know the candidate.</p> <p>[Boss] That's true, but more importantly, we want to make sure that we find and hire a candidate that is capable of doing the job to Mother Board Tech's standards. We also want to hire someone who is going to fit in here with our team.</p> <p>[Jennifer] Got it! So ask a couple personal getting to know you type questions, but mostly focus on questions that will help us hire someone qualified to do the job we have already outlined in the job description.</p> <p>[Boss] Yes, that's perfect! Now let's look over the possible questions you and your team came up with and decide if they will help us find the right candidate.</p>	<p>[Jennifer] Hi Gayle! I was just coming to look for you. I looked through a few resumes and found a great applicant. Can we go over some possible interview questions?</p> <p>[Boss] Sure! But let's make sure we are on the same page concerning the purpose of the interview. That will help us choose the correct questions to ask.</p> <p>[Jennifer] Good idea. I know that the purpose of an interview is to get to know the candidate.</p> <p>[Boss] That's true, but more importantly, we want to make sure that we find and hire a candidate that is capable of doing the job to Mother Board Tech's standards. We also want to hire someone who is going to fit in here with our team.</p> <p>[Jennifer] Got it! So ask a couple personal getting to know you type questions, but mostly focus on questions that will help us hire someone qualified to do the job we have already outlined in the job description.</p> <p>[Boss] Yes, that's perfect! Now let's look over the possible questions you and your team came up with and decide if they will help us find the right candidate.</p>	<p>Boss avatar is standing on the right.</p> <p>Jennifer enters from the left using motion path.</p> <p>Call outs will appear between Boss and Jennifer, appearing and disappearing with the Voice Over.</p> <p>Slide will automatically advance to 2.7 after final VO.</p>

**Notes:**

Slide [2.7]/ Menu Title: <i>Choosing the Correct Questions</i>			Objective: [2/4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior</p>  <p>Tablet Screen on left and computer recycle bin on right</p> <p>Tablet Screen for Good Questions. Computer recycle bin for bad questions.</p>	<p>[Slide Title] Interview Worthy Questions</p> <p>[Directions] Drag the interview worthy questions to the tablet screen and the questions that shouldn't be in our interview to the recycle bin.</p> <p>[Questions] Tell me a little bit about yourself. [tablet] What is your favorite sport? [recycle bin] What is your favorite part about being in the technology field? [tablet] Which programming language is your favorite to work with and why? [tablet] Do you have any pets? [recycle bin] Are you in a relationship? [recycle bin] What is your advice to new computer programmers straight out of college? [tablet] If our network was suddenly down, what would your first 3 steps be to get us back online? [tablet]</p>	<p>VO: Read the questions as they appear on the screen. Drag the interview worthy questions to the tablet screen and the questions that shouldn't be in our interview to the recycle bin.</p> <p>Click submit when you have sorted all of the questions.</p>	<p>Directions will fade out, timed with VO.</p> <p>Drag and drop interaction.</p> <p>User will drag the good questions to the tablet screen and the bad questions to the computer recycle bin.</p> <p>Questions should be randomized.</p> <p>Questions will snap back to place if dragged to the wrong surface.</p> <p>When all questions have been correctly identified, user will click submit and "Correct Layer will appear.</p>
<b>Notes:</b>			

Slide [2.7 a]/ Menu Title:			Objective: [2/4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Base Layer will show through.</p> <p>Boss and Jennifer still on left.</p> <p>Boss with thought bubble.</p>	<p>[Slide Title] Correct</p> <p>Great Job, [Name]! We now have the right lead off questions ready for our interview. But don't forget to be flexible and ask follow up questions when you can.</p>	<p>VO: Great Job! We now have the right lead off questions ready for our interview. But don't forget to be flexible and ask follow up questions when you can.</p> <p>Click the next button to continue.</p>	<p>Next button will take learner to slide 3.1</p>
<b>Notes:</b>			

Slide [3.1]/ Menu Title: Timeliness			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Office Interior Background	[Slide Title] Pre-Interview Scenario	[Jennifer] Now that we have a great candidate picked out, let's get him scheduled.	Jennifer and boss can change expressions with conversation, as seems natural.
Jennifer on Left Boss on Right Both avatars have neutral expressions.	[Jennifer] Now that we have a great candidate picked out, let's get him scheduled.	[Boss] I agree. Timeliness is so important, not just in the interview process, but in choosing a candidate to hire and offering them the position.	Call outs will appear and disappear, timed with the VO, in between the avatars.
Call outs between them	[Boss] I agree. Timeliness is so important, not just in the interview process, but in choosing a candidate to hire and offering them the position.	[Jennifer] What do you mean? Shouldn't we take our time to make sure we hire the perfect candidate?	Slide will automatically advance at the end of the timeline to layer 3.1a
	[Jennifer] What do you mean? Shouldn't we take our time to make sure we hire the perfect candidate?	[Boss] Not necessarily. While we want to pick the candidate that makes the most sense for our company, we also want to make sure we get them scheduled for an interview as soon as possible and then make the decision on whether or not to hire them pretty quickly after the interview. We never want to lose a good candidate because someone else offered them a position before we did.	Next button hidden
	[Boss] Not necessarily. While we want to pick the candidate that makes the most sense for our company, we also want to make sure we get them scheduled for an interview as soon as possible and then make the decision on whether or not to hire them pretty quickly after the interview. We never want to lose a good candidate because someone else offered them a position before we did.	[Jennifer] I see! The sooner we get them in to meet everyone and interview them, the sooner we can decide if they are a good fit and then offer them the position if they are.	
	[Jennifer] I see! The sooner we get them in to meet everyone and interview them, the sooner we can decide if they are a good fit and then offer them the position if they are.		

**Notes:**

Slide [3.1a]/ Menu Title:		Objective: [2/3]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Office Interior</p> <p>2 boxes: one on right, one on left, both in color scheme.</p> <p>Boxes have clocks or time representation icons</p>	<p>[Slide Title] Timeliness</p> <p>[Directions] Click on the boxes to learn more about timeliness in the interview process.</p> <p>[Box 1] Once you have picked the candidates you want to interview, schedule an interview as soon as possible.</p> <p>[Box 2] Make a hiring decision as soon as possible. Strong candidates will have multiple offers.</p>	<p>VO: Click on the boxes to learn more about timeliness in the interview process.</p>	<p>Boxes will have a visited state that gives information when clicked.</p> <p>Next button will be hidden/ disabled until both boxes are clicked and audio plays on both boxes</p>
<b>Notes:</b>			

Slide [3.2]/ Menu Title: People in the Interview			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Office Interior</p> <p>Boss on far right. Directions appear to be coming from her.</p> <p>Directions will appear above the groups of people.</p> <p>[Group 1] 1 person with clipboard</p> <p>[Group 2] 3 people standing together</p> <p>[Group 3] Group of 5 standing together</p> <p>Groups do not have to be placed in any specific order.</p>	<p>[Slide Title]</p> <p>[Directions] It's never a good idea to overwhelm people when they are interviewing. Remember, the purpose of the interview is to get to know the candidate and determine if they are a good fit for Mother Board Tech.</p> <p>Click the groups of people to determine the best number of people to have in an interview.</p>	<p>[Boss] It's never a good idea to overwhelm people when they are interviewing. Remember, the purpose of the interview is to get to know the candidate and determine if they are a good fit for Mother Board Tech.</p> <p>Click the groups of people to determine the best number of people to have in an interview.</p>	<p>Next button is hidden</p> <p>Groups will fade in after "a good fit for Mother Board Tech."</p> <p>A transparent box will be placed over each group.</p> <p>All groups will have a visited state.</p> <p>As learner clicks on each group, the slide will move to the corresponding layer.</p> <p>Once all layers are clicked the next button will be visible.</p> <p>Next button sends learner to 3.3.</p>
<b>Notes:</b>			

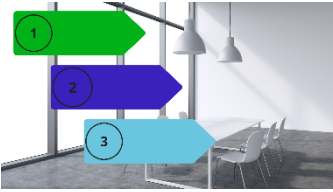



Slide [3.2a]/ Menu Title: People in the Interview			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Office interior  Other groups vanish in this layer  Group 1 slides to far right  Call out box appears between boss and group.	<p>[Slide Title] 1 Person Interview</p> <p>[Call out Box] It is ideal to have no more than 1 or 2 people in an interview. If the candidate feels intimidated by a large group, they are not likely to do their best. 1 or 2 person interviews allow the interviewer to get to know the candidate and the candidate to accurately represent themselves. These interviews can include an HR person and the head of a department who can ask the technical questions.</p> <p>[Button] Back</p>	.	<p>Group 1 slides (on motion path) to far right (if not already there)</p> <p>Call out box appears between boss and group 1</p>
Notes:			

Slide [3.2b]/ Menu Title: People in the Interview			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Office interior  Other groups vanish in this layer.  Group 2 slides to far right  Call out box appears between boss and group.	<p>[Slide Title] 3 Person Interview</p> <p>[Call out Box] While it might be tempting to include several people in the interview, 3 can be distracting. This many interviewers can complicate who asks the questions and what role each interviewer plays. This can also intimidate the candidate, as they are slightly outnumbered, so that they might not do their best.</p> <p>[Button] Back</p>		<p>Group 2 slides (on motion path) to far right (if not already there)</p> <p>Call out box appears between boss and group 2</p>
Notes:			



Slide [3.2c]/ Menu Title: People in the Interview			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Office interior</p> <p>Other groups vanish in this layer.</p> <p>Group 3 slides to far right</p> <p>Call out box appears between boss and group.</p>	<p>[Slide Title] 5 or more Person Interview</p> <p>[Call out Box] Interviewing groups of 5 or more can be overwhelming for candidates, and disastrous for the company. This many people in an interview often leads to no one knowing their purpose and the candidate unsure as to whom they should direct their attention. Instead, gather questions from the different stakeholders and narrow them down. Then hand off the list of questions to someone who is knowledgeable about all levels of the open position.</p> <p>[Button] Back</p>		<p>Group 3 slides (on motion path) to far right (if not already there)</p> <p>Call out box appears between boss and group 3.</p>
Notes:			

Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior</p>  <p>Boss on Left</p> <p>Jennifer on right (taking notes)</p> <p>Circle icons to represent the material are on a diagonal on the right side of the screen.</p> <p>Arrow Pentagons in color Scheme are lined up with each icon.</p> <p>Parallelogram under all arrow pentagons hidden at first, but appears with text after all 3 icons are clicked.</p> 	<p>[Slide Title] Train the Interviewers</p> <p>[Directions] Click each icon to learn more about training hiring managers and other interviewers.</p> <p>[icon 1] Interviewers must understand the chosen questions and know the correct answers to these questions, as well as their variations. Talk to the interviewers to ensure they can answer each of the questions they will be asking.</p> <p>[icon 2] Interviewers must be knowledgeable about the subject and department that the open position will be in. They should be able to answer any questions the candidate might ask. Ask Interviewers questions that might come up during the interview from the candidate's point of view.</p> <p>[icon 3] Interviewers must be able to ask follow-up questions and improvise based on the answers a candidate might give. A good interviewer will be able to "go off script" based on a candidate's answers, in order to dig a little deeper.</p> <p>[Box] A great way to train and prepare your interviewer is to role play interviews with current employees, HR personnel, and other department heads. Each potential interviewer should take turns role playing as both the interviewer and the candidate.</p>	<p>VO: Click each icon to learn more about training hiring managers and other interviewers.</p> <p>[after all icons have been clicked] A great way to train and prepare your interviewer is to role play interviews with current employees, HR personnel, and other department heads. Each potential interviewer should take turns role playing as both the interviewer and the candidate.</p>	<p>Next button is hidden until all 3 icons are clicked.</p> <p>Icons are placed on arrow pentagons in a diagonal formation.</p> <p>When learner clicks on the icons, the information appears to the left.</p> <p>Once all icons have been clicked a parallelogram appears with the "Box" text</p> <p>After box text VO completes, Next button is visible.</p>

**Notes:**



**Slide [3.4]/ Menu Title: Schedule the Interview** **Objective: [2/3]**

<b>Visual / Display:</b>	<b>Slide Text:</b>	<b>Narration / Voiceover:</b>	<b>Animation / Interaction:</b>
<p>Personal Office Interior</p> <p>Cell phone image on desk.</p> <p>Semi-transparent box in center of screen with text.</p> <p>Message from Gayle appears as a callout coming from phone (like a message)</p>	<p>[Slide Title] Make Sure the Candidate Meets Everybody</p> <p>[Box] When scheduling an interview, it is important to ensure that all stakeholders are available the day of the interview. We never want to make a candidate come back for multiple interviews, or we could lose them to a competitor.</p> <p>[Directions] Click the phone to hear the message.</p> <p>[Callout from phone] Hi Jennifer. I want to get that candidate scheduled for an interview as soon as possible. He is available this Wednesday and Friday. Can you check the schedule the Head of Human Resources to find out which would work best? I want to make sure he can meet our candidate if the interview goes well.</p>	<p>VO: When scheduling an interview, it is important to ensure that all stakeholders are available the day of the interview. We never want to make a candidate come back for multiple interviews, or we could lose them to a competitor.</p> <p>Looks like Jennifer has a message from Gayle, her boss. Let's see what she needs. Click the phone to hear the message.</p> <p>[Gayle] Hi Jennifer. I want to get that candidate scheduled for an interview as soon as possible. He is available this Wednesday and Friday. Can you check the schedule the Head of Human Resources to find out which would work best? I want to make sure he can meet our candidate if the interview goes well.</p>	<p>Next button is hidden.</p> <p>Semi transparent box fades in with Instructional text.</p> <p>Once VO 1<sup>st</sup> paragraph completes, box fades out.</p> <p>2<sup>nd</sup> VO Paragraph plays.</p> <p>Phone is button. Once learner clicks the phone, VO from Gail plays and Callout from Gayle appears on screen.</p> <p>Slide automatically advances</p>

**Notes:**

Slide [3.5]/ Menu Title: <i>Scenario 2</i>			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Personal Office Interior</p> <p>“To-Do” list on right in open area.</p> <p>Items for list to the right side of “To Do” list.</p> <p>Directions above “To Do” list</p>	<p>[Slide Title] Knowledge Check</p> <p>[Directions] Move the items that need to be accomplished onto the task list. Leave any unnecessary items on the right side. Once all items are placed correctly, click the submit button.</p> <p>[Items for list] Check with HR for interview scheduling [correct]  Check with intern for interview scheduling [incorrect]  Make a hiring decision quickly [correct]  Only 1 person in the interview [correct]  Check schedules for the 4 people in the interview [incorrect]  Make a list of questions [correct]  Schedule interview with candidate for about a month from today [incorrect]  Schedule interview with candidate as soon as possible [correct]  Schedule a 2<sup>nd</sup> interview [incorrect]  Train interviewer [correct]</p>	<p>VO: Now that we know how important timeliness and people in the interview are to the hiring process, let’s make a To Do list to prepare for what to do next.</p> <p>Drag the items from the right to the “To Do” list on the left. Leave any unnecessary items on the right side. Once all items are placed correctly, click the submit button.</p>	<p>After directions VO, items for list fade in.</p> <p>To Do list is a drag and drop interaction</p> <p>Items will snap back if they are incorrect.</p> <p>Once all items are placed correctly, submit button will appear.</p> <p>Submit button moves to “Correct” layer.</p>
<b>Notes:</b>			

Slide [3.5a]/ Menu Title: <i>[Insert Title]</i>			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Personal Office Interior</p> <p>Jennifer to the left with positive smile and gesture.</p> <p>Shape in center with text.</p>	<p>[Slide Title] Correct</p> <p>Great Job, [Name]! You really know how to prepare for an interview. Now let's get the candidate in and see if they are a good fit!</p>	<p>VO: Great Job! You really know how to prepare for an interview. Now let's get the candidate in and see if they are a good fit!</p>	
<b>Notes:</b>			

Slide [4.1]/ Menu Title: Don't have a checklist			Objective: [2/3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior</p> <p>Circle icons to represent the material are on a diagonal on the right side of the screen.</p> <p>Arrow Pentagons in color Scheme are lined up with each icon.</p> <p>Parallelogram under all arrow pentagons hidden at first, but appears with text</p>	<p>[Slide Title] Don't have a checklist</p> <p>What's the difference between minimum qualifications and a checklist? Click the icons to learn more.</p> <p>[icon 1] Qualifications are the minimum, non-negotiable skills needed to do a job. Every job will have qualifications needed.</p> <p>[icon 2] Checklist gives qualifications, both needed and desired, to be considered for a position. This can lead to the elimination of most, if not all, applicants for a job.</p> <p>[icon 3]</p>	<p>VO: Knowing what you want in an employee is good, but a checklist can eliminate potentially great candidates. Software changes, new framework is regularly invented, and companies and employees need to adapt. Click the icons below to learn more about how and why to avoid a checklist.</p>	<p>Next button is hidden until all 3 icons are clicked.</p> <p>Icons are placed on arrow pentagons in a diagonal formation.</p> <p>When learner clicks on the icons, the information appears to the left.</p> <p>Once all icons have been clicked a parallelogram appears with the "Box" text</p>

after all 3 icons are clicked.	Avoiding a checklist leaves interviewers open to previously ignored candidates who could be a good fit for the position. Instead, look for that smart person who can learn what's needed for the job.	After clicking all icons, click the next button to continue.	After box text VO completes, Next button is visible.
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Notes:

Slide [4.2]/ Menu Title: Scenario 3		Objective: [2/4]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Office Interior Background</p> <p>Jennifer and Boss on left with neutral or positive expressions.</p> <p>Candidate John on right with neutral or positive expression.</p> <p>Dialogue callouts between them,</p>	<p>[Slide Title] The Interview</p> <p>[Boss] John, welcome! We are excited you could come and join us today at Mother Board Tech so that we can get to know you a little bit better.</p> <p>My name is Gayle, and I am the CEO here. Let me introduce you to Jennifer. She will be conducting your interview today.</p> <p>[John] Hi Jennifer, Gayle. Thanks so much for having me in today. I have read a great deal about your company and have been looking forward to this.</p> <p>[Jennifer] Hi John. I'm glad to hear that. Let's head over to the conference room so we can get started. Follow me!</p>	<p>VO: Now that we know what we are looking for and have trained our interviewer, let's meet our candidate and interview him.</p>	<p>John moves in from right on motion path.</p> <p>Begin slide with VO from narrator. After narrator voice over, dialogue between avatars begins.</p> <p>Dialogue fades in and out between the avatars, timed with the VO.</p> <p>At end of dialogue, whole slide fades out and then fades in as 4.2a (layer)</p>

Notes:



Slide [4.2a]/ Menu Title:			Objective: [2/4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior.</p> <p>Jennifer on left with notepad or tablet.</p> <p>John on right with positive expression.</p> <p>Text between them.</p>	<p>[Slide Title] The Interview</p> <p>[Jennifer] Okay, let's get started. Tell me a little bit about yourself.</p> <p>[John] I'm originally from this area, but I have travelled on and off over the last few years because I love to learn new things. It's part of the reason I got into technology. I am not married, but I am very close to my family, including my nieces and nephews. Technology is my passion because it is constantly changing. Because of this, I have been in the tech field for nearly 7 years.</p> <p>[Directions] Pick the next question to ask John by clicking on it.</p> <p>Why aren't you married? [4.2b] OR Where did you go to college? [4.2c]</p>	<p>VO: It's time to start the interview. Read the responses from the candidate and pick the questions to ask next.</p> <p>[Jennifer] Okay, let's get started. Tell me a little bit about yourself.</p> <p>[John] I'm originally from this area, but I have travelled on and off over the last few years because I love to learn new things. It's part of the reason I got into technology. I am not married, but I am very close to my family, including my nieces and nephews. Technology is my passion because it is constantly changing. Because of this, I have been in the tech field for nearly 7 years.</p> <p>[Directions] Pick the next question to ask John by clicking on it.</p>	<p>Directions in middle of screen between the avatars when slide opens.</p> <p>After VO reads directions, the interview will begin.</p> <p>All Dialogue will fade in and out between avatars.</p> <p>Learner will click the appropriate box as available.</p> <p>Why aren't you married? Moves to 4.2b OR Where did you go to college? Moves to 4.2c</p> <p>Visited state for both questions.</p> <p>Next button is hidden.</p>
<b>Notes:</b>			

Slide [4.2b]/ Menu Title: <i>[Insert Title]</i>			Objective: [2/4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior</p> <p>John looks uncomfortable on right</p> <p>Shape with text to the left</p>	<p>[Slide Title] Too personal</p> <p>Getting to know the candidate can be very helpful, but never ask for personal information not related to the job. If a candidate volunteers that information, that is okay. But it is not okay to ask for it.</p> <p>[Button] Back</p>	<p>VO: Getting to know the candidate can be very helpful, but never ask for personal information not related to the job. If a candidate volunteers that information, that is okay. But it is not okay to ask for it.</p> <p>Click the Back button to try again.</p>	<p>Back button takes learner to 4.2a</p>
<b>Notes:</b>			

Slide [4.2c]/ Menu Title:			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior.</p> <p>Jennifer on left with notepad or tablet.</p> <p>John on right with positive expression.</p> <p>Text between them.</p>	<p>[Slide Title] The Interview</p> <p>[John] I have a Bachelor's in Science from Columbia. I learned so much there and made some great contacts that I still keep in contact with today.</p> <p>[Directions] Pick the next question to ask John by clicking on it.</p> <p>Which program language is your favorite? [4.2d] OR What is your favorite sport? Do you play? [4.2e]</p>	<p>[John] I have a Bachelor's in Science from Columbia. I learned so much there and made some great contacts that I still keep in contact with today.</p> <p>Pick the next question to ask John by clicking on it.</p>	<p>All Dialogue will fade in and out between avatars.</p> <p>Learner will click the appropriate box as available.</p> <p>Which program language is your favorite? Moves to 4.2d OR What is your favorite sport? Moves to 4.2e</p> <p>Visited state for both questions.</p> <p>Next button is hidden.</p>
<b>Notes:</b>			

Slide [4.2d]/ Menu Title: <i>[Insert Title]</i>			Objective: [2/4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior</p> <p>John looks confused on right</p> <p>Shape with text to the left</p>	<p>[Slide Title] Irrelevant</p> <p>Getting to know the candidate can be very helpful, but make sure to stick to topics that help us determine if the candidate is a good fit for the open position.</p> <p>[Button] Back</p>	<p>VO: Getting to know the candidate can be very helpful, but never ask for personal information not related to the job. If a candidate volunteers that information, that is okay. But it is not okay to ask for it.</p> <p>Click the Back button to try again.</p>	<p>Back button takes learner to 4.2c</p>
<b>Notes:</b>			

Slide [4.2e]/ Menu Title:			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior.</p> <p>Jennifer on left with notepad or tablet.</p> <p>John on right with positive expression.</p> <p>Text between them.</p>	<p>[Slide Title] The Interview</p> <p>[John] I love .NET/C# because I can do so much with it. But I am also interested to learn more about the language that was just launched!</p> <p>[Directions] Pick the next question to ask John by clicking on it.</p> <p>Do you have any pets? [4.2f] OR</p>	<p>[John] I love .NET/C# because I can do so much with it. But I am also interested to learn more about the language that was just launched!</p> <p>Pick the next question to ask John by clicking on it.</p>	<p>All Dialogue will fade in and out between avatars.</p> <p>Learner will click the appropriate box as available.</p> <p>Do you have any pets? [4.2f] OR Can you tell me the purpose of a left outer join? [4.2g]</p> <p>Visited state for both questions.</p> <p>Next button is hidden.</p>

	Can you tell me the purpose of a left outer join? [4.2g]		
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**Notes:**

**Slide [4.2f]/ Menu Title:** **Objective: [2/4]**

<b>Visual / Display:</b>	<b>Slide Text:</b>	<b>Narration / Voiceover:</b>	<b>Animation / Interaction:</b>
Conference Room Interior  John looks confused on right  Shape with text to the left	[Slide Title] Irrelevant  Pets are fun and can tell us a lot about the candidate, but now that we are past the personal questions part of the interview, make sure to stick to topics that help us determine if the candidate is a good fit for the open position. This question won't tell us if the candidate has the skill set that we need.  [Button] Back	VO: Pets are fun and can tell us a lot about the candidate, but now that we are past the personal questions part of the interview, make sure to stick to topics that help us determine if the candidate is a good fit for the open position. This question won't tell us if the candidate has the skill set that we need.  Click the Back button to try again.	Back button takes learner to 4.2e

**Notes:**

Slide [4.2g]/ Menu Title:			Objective: [2/4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior.</p> <p>Jennifer on left with notepad or tablet.</p> <p>John on right with positive expression.</p> <p>Text between them.</p>	<p>[Slide Title] The Interview</p> <p>[John] A left outer join is used to join two related tabled together. Left Outer Join retrieves all the rows from both the tables that satisfy the join condition along with the unmatched rows of the left table.</p> <p>[Directions] Pick the next question to ask John by clicking on it.</p> <p>I think that's all I need. Do you have a few minutes to meet our technology department head before you go? [4.2i] OR One last question. If you were stranded on a desert island, what 3 things would you take with you? [4.2h]</p>	<p>[John] A left outer join is used to join two related tabled together. Left Outer Join retrieves all the rows from both the tables that satisfy the join condition along with the unmatched rows of the left table.</p> <p>Pick the next question to ask John by clicking on it.</p>	<p>All Dialogue will fade in and out between avatars.</p> <p>Learner will click the appropriate box as available.</p> <p>Visited state for both questions.</p> <p>Next button is hidden.</p> <p>I think that's all I need. Do you have a few minutes to meet our technology department head before you go? [4.2i] OR One last question. If you were stranded on a desert island, what 3 things would you take with you? [4.2h]</p>
<b>Notes:</b>			

Slide [4.2h]/ Menu Title:			Objective: [2/4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Conference Room Interior</p> <p>John looks confused on right</p> <p>Shape with text to the left</p>	<p>[Slide Title] Not quite right</p> <p>While some believe that “Deserted island questions” can provide a look into the candidates instincts, this question won’t tell us what we need to know to make a hiring decision.</p> <p>Click the back button to try again.</p> <p>[Button] Back</p>	<p>VO:</p> <p>Click the Back button to try again.</p>	<p>Back button takes learner to 4.2e</p>
<b>Notes:</b>			

Slide [4.2i]/ Menu Title: Scenario			Objective: [2/4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Office Interior</p> <p>Boss on left side of screen neutral expression</p> <p>Jennifer on right with happy expression</p> <p>Both looking at the learner.</p> <p>Shape with Text is in the middle of the screen.</p>	<p>[Slide Title] Congratulations</p> <p>Great Job, [Name]! You finished the interview and now Mother Board Tech has the opportunity to hire a qualified candidate that fit in with the team.</p> <p>Now that you have completed the training, let’s review before you take the final assessment.</p>	<p>VO: Great Job! You finished the interview and now Mother Board Tech has the opportunity to hire a qualified candidate that fit in with the team.</p> <p>Now that you have completed the training, let’s review before you take the final assessment.</p>	<p>Next button appears at end of timeline.</p>
<b>Notes:</b>			





Slide [5.1]/ Menu Title: <i>Summary &amp; Assessment</i>			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Office Interior</p> <p>Jennifer on the left looking at and gesturing to the text.</p> <p>Check mark icons appear as bullet points next to information.</p> <p>Quiz Information will appear in center of screen on top of shape.</p>	<p>[Slide Title] Summary</p> <p>Let's review what you have learned before you move on to the final assessment.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The purpose of a Mother Board Tech interview is to determine whether or not a candidate is able to do the job to the company's satisfaction.</li> <li><input type="checkbox"/> The 7 effective interview strategies are <ul style="list-style-type: none"> <li>o Timeliness</li> <li>o Knowing what you want</li> <li>o Avoiding a checklist</li> <li>o Preparing for the Interview</li> <li>o Limiting the people in an interview</li> <li>o Remembering the purpose of an interview</li> <li>o Making sure the candidate meets everyone</li> </ul> </li> <li><input type="checkbox"/> The best way to prepare for an interview</li> <li><input type="checkbox"/> Interview questions to ask and interview questions to avoid.</li> </ul>	<p>VO: Let's review what you have learned before you move on to the final assessment.</p> <p>The purpose of a Mother Board Tech interview is to determine whether or not a candidate is able to do the job to the company's satisfaction.</p> <p>The 7 effective interview strategies are Timeliness, Knowing what you want, Avoiding a checklist, Preparing for the Interview, Limiting the people in an interview, Remembering the purpose of an interview, and Making sure the candidate meets everyone.</p> <p>The best way to prepare for an interview.</p> <p>Ask Interview questions to learn if the candidate is a good fit and avoid interview questions that are too personal, irrelevant, or don't help us determine if the candidate is a good fit.</p>	<p>Icons appear timed with VO.</p> <p>Jennifer gestures to each as it appears.</p> <p>After summary, points will fade out and quiz info will appear in its place.</p> <p>Next button is visible at the end of the timeline. And will lead to 5.1a</p>
<b>Notes:</b>			

Slide [5.1a]/ Menu Title:			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Office Interior</p> <p>Jennifer on the left looking at and gesturing to the text.</p> <p>Quiz Information will appear in center of screen on top of shape.</p>	<p>Next you will take the final assessment. You must receive an 80% (or 4 out of 5 correct) to pass the quiz. If you do not pass, you can go back and review before you take the quiz again.</p> <p>Click the Next button to begin the quiz.</p>	<p>VO: Next you will take the final assessment. You must receive an 80% (or 4 out of 5 correct) to pass the quiz. If you do not pass, you can go back and review before you take the quiz again.</p> <p>Click the Next button to begin the quiz.</p>	
<b>Notes:</b>			

Slide [5.2]/ Menu Title: Question 1 [hidden from menu]			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Semi-transparent Office Interior</p> <p>Jennifer on right, looking at question, as if taking the quiz with the learner.</p>	<p>[Slide Title] Quiz Question #1</p> <p>Which of the following is the purpose of an interview?</p> <p>[Options] To show off the talent of the employees of the company.</p> <p>To find and hire a good fit for the company. [correct]</p> <p>To test out different types of interview questions.</p>	<p>VO: Which of the following is the purpose of an interview?</p>	
<b>Notes:</b>			



Slide [5.2a]/ Menu Title:			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer on right, looking at question, as if taking the quiz with the learner with a thought bubble.	[Slide Title] Review  [thought bubble] The only purpose for the interview is to find a good fit for our company who can perform the job to HR's satisfaction.		Show correct answer
<b>Notes:</b>			

Slide [5.3]/ Menu Title: Question #2 [hidden from menu]			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer on right, looking at question, as if taking the quiz with the learner.	[Slide Title] Quiz Question #2  What are the effective interview strategies for Mother Board Tech? Check all that apply.  [Options] Timeliness  Know what you want  Make a checklist [incorrect]  Prepare for your interview  Limit the people in the interview  Remember the purpose of the interview  Make sure that the candidate meets everyone  Ask personal questions [incorrect]	VO: What are the effective interview strategies for Mother Board Tech? Check all that apply.	

<b>Notes:</b>			

Slide [5.3a]/ Menu Title:			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer on right, looking at question, as if taking the quiz with the learner with a thought bubble.	[Slide Title] Review  Remember that you should avoid a checklist and questions that are too personal.	[Insert Script Text]	Show correct answer
<b>Notes:</b>			

Slide [5.4]/ Menu Title: Quiz Question #3 [hidden from menu]			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer on right, looking at question, as if taking the quiz with the learner.	[Slide Title] Quiz Question #3  Is the following true or false? It is important to wait as long as possible before making a hiring decision to ensure that you hire the right candidate.  [Options] True  False [correct]	VO: Is the following true or false? It is important to wait as long as possible before making a hiring decision to ensure that you hire the right candidate.	
<b>Notes:</b>			



Slide [5.4a]/ Menu Title:			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer on right, looking at question, as if taking the quiz with the learner with a thought bubble.	[Slide Title] Review  It is important to make a decision about a candidate as quickly as possible so that we do not lose him or her to a competing company.	[Insert Script Text]	Show correct answer
<b>Notes:</b>			

Slide [5.5]/ Menu Title: Quiz Question #4 [hidden from menu]			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer on right, looking at question, as if taking the quiz with the learner.	[Slide Title] Quiz Question #4  How many people should be in the interview with the candidate?  [options] 1 or 2 [correct]  3  5	VO: How many people should be in the interview with the candidate?	
<b>Notes:</b>			

Slide [5.5a]/ Menu Title:			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer on right, looking at question, as if taking the quiz with the learner with a thought bubble.	[Slide Title] Review  It is important to have as few people in the interview as possible so there is no confusion for the candidate or the interviewer.	[Insert Script Text]	Show correct answer
<b>Notes:</b>			

Slide [5.6]/ Menu Title: Quiz Question #5 [hidden from menu]			Objective: [4]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer on right, looking at question, as if taking the quiz with the learner.	[Slide Title] Quiz Question #5  Which of the listed interview questions below is the best fit for an interview?  [Options] What would you take with you to a deserted island?  How long have you been working in the technology field? [correct]  Do you own any pets?	VO: Which of the listed interview questions below is the best fit for an interview?	
<b>Notes:</b>			






Slide [5.6a]/ Menu Title:			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer on right, looking at question, as if taking the quiz with the learner with a thought bubble.	[Slide Title] Review  Though the interviewer can begin with a getting to know you question, all other questions should be related to the position.	[Insert Script Text]	Show correct answer
<b>Notes:</b>			

Slide [5.7]/ Menu Title: Results			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior	[Slide Title] Results	VO:	Slide automatically moves to layer A or B depending on learner's score on assessment.
<b>Notes:</b>			

Slide [5.7a]/ Menu Title: Results			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer & Boss on either side of the score with happy gestures.	[Slide Title] Congratulations  Congratulations, [Name]! Here is your score. You may go back and review your answers by clicking the "Review" button or continue by clicking the "Next" button.  [Score]  [Buttons]	VO: Congratulations! Here is your score. You may go back and review your answers by clicking the "Review" button or continue by clicking the "Continue" button.	Review button will automatically look through Review layers on question slides.  Continue button moves to slide 5.8

	Review Continue		
<b>Notes:</b>			

Slide [5.7b]/ Menu Title: Results			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent Office Interior  Jennifer & Boss on either side of the score with sad or confused faces.	[Slide Title] Fail  Unfortunately, you did not pass the quiz. Click the review button to go back and review the questions you missed and then click the “Retake Quiz” button to try again.  [Buttons] Review Retake Quiz	VO: Unfortunately, you did not pass the quiz. Click the review button to go back and review the questions you missed and then click the “Retake Quiz” button to try again.	Review button will automatically look through Review layers on question slides.  Retake quiz button will reset quiz and take learner back to slide 5.2.
<b>Notes:</b>			

Slide [5.8]/ Menu Title: Congratulations			Objective: [#]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Semi-transparent background of people working together  	[Slide Title] Congratulations  Congratulations, [Name]! You have successfully completed the training course. You can come back at any time to refresh your training or simply look through best practices. We hope that you will use the information you learned here as we look to expand our team by hiring the best candidates available.	VO: Congratulations! You have successfully completed the training course. You can come back at any time to refresh your training or simply look through best practices. We hope that you will use the information you learned here as we look to expand our team by hiring the best candidates available.	Exit button will exit the course.

	Press the exit button to exit the course. [button] Exit		
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**Notes:**